CONCORDIA UNIVERSITY
COMMERCE AND ADMINISTRATION FACULTY COUNCIL
MINUTES OF MEETING
FRIDAY, NOVEMBER 27, 1987

Present: S. H. Appelbaum (Chair)
D. Acland (Acco.), D. Ajmo (CASA), M. Anvari (Fina.), K. Argheyd (Mana.), M. Armstrong (Econ.), V. V. Baba (Mana.), C. Brown (Liaison), R. Curnew (Acco.), I. Devine (Assoc. Dean), D. Doreen (DS&MIS), J. Doukas (Fina.), A. Farhoomand (DS&MIS), C. Foster (Reg.), Z. Gidengil (Mktg.), J. R. Goodwin (Mana.), C. Hamam (CASA), S. Hoffman (Lib.), P. Howard (CASA), L. Hubner (CGSA), M. Kaufmann (CASA), J. Kelly (Mana.), L. Kryzanowski (Fina.), M. Kusy (DS&MIS), M. Laroche (Mktg.), R. A. Long (Acco), . L. McGown (Mktg.), S. Ng (CASA), C. Potter (Fina.), J. B. Prince (Mana.), A. Rahman (Assoc. Dean), C. A. Ross (Assoc. Dean), D. Scott (DS&MIS), F. Simyar (Acco.), Y. Stanojlovic (CASA), P. Wade (DS&MIS), R. O. Wills (Assoc. Dean)

Absent with apology: D. Gandhi, D. Otchere, T. J. Tomberlin

I Call to Order
The meeting was called to order at 9:35

II Closed Meeting
There were no items on the agenda for a closed meeting.

III Open Meeting

IV Approval of Agenda (CAFC-87-11A)
IT WAS MOVED BY M. KUSY AND SECONDED BY M. ARMSTRONG THAT THE AGENDA, CAFC-87-11A, BE APPROVED AS PRESENTED.

THE MOTION WAS CARRIED.

V Approval of minutes of previous meetings (CAFC-87-09M and CAFC-87-10M)
The following revisions to the minutes of the Faculty Council meeting held October 30, 1987, CAFC-87-10M were noted:

Addition: page 9, last sentence of third paragraph - "J. Kelly raised a point of order in regard to the procedure."

Addition: page 9, first sentence of first paragraph - "and students".

The latter revision was to clarify that the committee will review procedures for the selection of all Faculty representatives for the Evaluation Committee.

IT WAS MOVED BY M. KUSY AND SECONDED BY Z. GIDENGIL THAT THE MINUTES OF THE FACULTY COUNCIL MEETING HELD OCTOBER 30, 1987, CAFC-87-10M, BE APPROVED AS AMENDED.

THE MOTION WAS CARRIED.

VI Chair's Remarks and Question Period

V. V. Baba requested and was granted speaking rights for J. B. Prince to report on the Visiting Lecturers Committee, item XI, 3. M. Kusy requested and was granted speaking privileges for D. Scott to report on the Senate Computer Resource Committee, item IX, 10.

The Chair encouraged faculty participation at the fall convocation ceremonies scheduled Monday, November 30th at Place des Arts and expressed his hope that all Council Members would be able to join in the festivities of the annual Commerce Christmas Party scheduled December 10th at 3:00 p.m. at the Sir George Williams Faculty Club.

The Chair advised that negotiations were currently underway for Phase II of the China-Management program. He noted that conclusion of the agreement was expected towards the end of January 1988 at which time the final documention would be presented to Council and the selection process for summer teaching in China would begin.

C. Hamam questioned the status of the Commerce undergraduate summer schedule. R. O. Wills replied that the Registrar's Office would make a report on the results of the trial period to Senate in the near future.

VII Business Arising from Previous Meeting (CAFC-87-10M)

1. Faculty Computer Coordinating Committee Motion, CAFC-87-11A-01

IT WAS MOVED BY A. FARHOOMAND AND SECONDED BY M. KUSY THAT THE COMMERCE AND ADMINISTRATION FACULTY ENDORSE THE FORMALIZATION OF THE COMMERCE COMPUTER COORDINATING COMMITTEE WITH RESPONSIBILITY FOR:

(A) MONITORING THE ADEQUACY OF EXISTING COMPUTER FACILITIES AT CONCORDIA FOR THE USE OF COMMERCE FACULTY AND STUDENTS AND, WHERE REQUIRED, COORDINATING THE DEMANDS FOR THESE FACILITIES;

(B) PREPARING RECOMMENDATIONS FOR ADDITIONS TO THESE FACILITIES;

(C) PROVIDING THE COMPUTER POLICY COMMITTEE WITH TIMELY PROJECTIONS OF THE COMPUTER RELATED REQUIREMENTS OF COMMERCE FACULTY AND STUDENTS;

(D) COORDINATING AND PROMOTING END-USER COMPUTING WITHIN THE FACULTY.

C. Hamam questioned the urgency of formalizing the committee and recommended that the issue be tabled until the December Faculty Council meeting to allow time for further information

regarding student representation on the committee as well as the specific role of student representatives to be provided and considered. M. Kusy requested and was granted speaking privileges for P. Wade to address this concern. P. Wade explained that the committee would be required to meet within the next two weeks to address certain philosophical issues. He further explained that the role of student representatives on last year's committee was to convey student problems with computer facilities to the committee.

THE MOTION WAS CARRIED.

2. Editorial Changes to document US-87-5-D5, CAFC-87-11A-02

IT WAS MOVED BY V. V. BABA AND SECONDED BY C.A. ROSS THAT FACULTY COUNCIL ENDORSE THE FOLLOWING EDITORIAL CHANGE TO DOCUMENT US-87-5-D5, INTERNAL DISTRIBUTION OF RESEARCH FUNDS:

INTRODUCTION PAGE 1, i)

DELETE: CREATE A CLIMATE IN WHICH RESEARCHERS CAN MANAGE THEIR ACTIVITIES EFFICIENTLY AND PROVIDE SUPPORT TO THEIR COLLEAGUES IN DEVELOPMENT OF RESEARCH PLANS AND SKILLS.

INSERT: CREATE A CLIMATE IN WHICH RESEARCH ACTIVITIES CAN BE MANAGED EFFICIENTLY IN ORDER TO PROVIDE SUPPORT TO THE GENERATION AND DISSEMINATION OF KNOWLEDGE BASED ON SUCH RESEARCH AND DEVELOP SKILLS AMONG FACULTY IN PLANNING AND EXECUTING SUCH ACTIVITIES.

THE MOTION WAS CARRIED.

IT WAS MOVED BY V. V. BABA AND SECONDED BY M. KUSY THAT FACULTY COUNCIL ENDORSE THE ADOPTION OF THE PROPOSAL PUT FORTH BY THE SENATE RESEARCH COMMITTEE IN DOCUMENT US-87-5-D5, INTERNAL DISTRIBUTION OF RESEARCH FUNDS, AMENDED AS FOLLOWS:

DELETE: CREATE A CLIMATE IN WHICH RESEARCHERS CAN MANAGE THEIR ACTIVITIES EFFICIENTLY AND PROVIDE SUPPORT TO THEIR COLLEAGUES IN DEVELOPMENT OR RESEARCH PLANS AND SKILLS.

INSERT: CREATE A CLIMATE IN WHICH RESEARCH ACTIVITIES CAN BE MANAGED EFFICIENTLY IN ORDER TO PROVIDE SUPPORT TO THE GENERATION AND DISSEMINATION OF KNOWLEDGE BASED ON SUCH RESEARCH AND DEVELOP SKILLS AMONG FACULTY IN PLANNING AND EXECUTING SUCH ACTIVITIES.

THE MOTION WAS CARRIED.

3. Election of Ad Hoc committee to review and recommend procedures for the selection of the Commerce Faculty representatives on the Evaluation Committee, Dean, Faculty of Commerce and Administration

The following representatives were elected by acclamation:

1 Ex-Officio Member:	A. Rahman, Associate Dean Academic and Student Affairs (LOY)
2 Faculty Members:	C. Potter, Professor Department of Finance K. Argheyd, Assistant Professor Department of Management
1 Graduate Student:	L. Hubner, CGSA
1 Undergraduate Student:	P. Howard, CASA

VIII Reports from Standing Committees

1. Commerce Graduate Studies Committee

C. A. Ross reported that members of the Graduate Studies Committee had expressed their frustration with the current graduate space situation, as well as their fear, based on student of feedback, of dropping enrolments in the graduate programs caused directly by the lack of suitable facilities. He advised that the student representatives were not satisfied with their recent discussions with the Vice-Rector, Services. He also noted that the space issue had been deleted from the recent Board of Graduate Studies' agenda but it was expected that the issue would be addressed at the next meeting of the Board.

During the ensuing discussion, I. Devine advised that the Vice-Rector, Service's office was arranging for case rooms in the Hall building on weekends and, if necessary, would lease space in the CBC building on Dorchester street. In response to a question, the Chair advised that it was expected that the Faculty would remain in the GM building until 1989 and in light of the recent financial investment in the facilities, it was likely that the lease would be renewed for five subsequent years. The Chair took note of the need for classrooms located near the A.V. depot in the Hall building.

IT WAS MOVED BY M. KUSY AND SECONDED BY C. A. ROSS THAT THE VICE-RECTOR, SERVICES BE INFORMED OF THE GRAVE CONCERN EXPRESSED BY ALL FACULTY AND STUDENTS OF THE FACULTY OF COMMERCE AND ADMINISTRATION CONCERNING THE DEPLORABLE STATE OF THE FACILITIES FOR MBA STUDENTS AND THAT THE FACULTY COUNCIL RECOMMENDS THAT EVERY EFFORT BE MADE TO SECURE A UNIFORM HOUSE IN WHICH STUDENTS CAN BE GIVEN AN MBA EDUCATION.

THE MOTION WAS CARRIED.

C. A. Ross further reported that the mandate of the Graduate Studies Committee had been a central issue at the last meeting of Graduate Studies. He advised that, due to the proliferation of sub-committees of Graduate Studies which appeared to have decentralized the purpose of the committee itself, consideration was given to striking a committee to integrate all the sub-committees and revising the current GSC mandate. He noted that a motion to convene GSC meetings on a bi-monthly basis had been adopted at the last GSC meeting.

In conclusion, C. A. Ross advised that a draft report from the Faculty Committee to Review Research Centres would be tabled for study at the December meeting of Faculty Council.

2. Commerce Undergraduate Curriculum Committee

a) Motion for adoption of Dean's Honor List, CAFC-87-11A-03

R. O. Wills reported that the Undergraduate Curriculum Committee had approved the adoption of a Dean's Honor List for students having achieved a G.P.A. of 3.75 or greater calculated over 24 credits. He explained that he had, however, just been informed by the Registrar's Office that the current computer program would only provide calculations on the basis of 12 credits.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY A. RAHMAN THAT FACULTY COUNCIL ENDORSE THE ADOPTION OF THE DEAN'S HONOR LIST FOR STUDENTS WHO HAVE ACHIEVED A G.P.A. OF 3.75 OR GREATER CALCULATED OVER TWELVE (12) CREDITS.

In response to a question, R. O. Wills advised that the G.P.A. was not cumulative but was based solely on 12 credits. Several Council members indicated that four courses/12 credits were not a reliable basis of judgment of academic excellence and suggested that the computing operation be completed manually to accommodate the 24 credit criteria.

The mover and the seconder agreed to withdraw the motion. R. O. Wills agreed to endorse the 24 credit criteria based on A. Rahman's agreement to calculate the G.P.A.'s based on 24 credits. It was noted that the computer program could be changed to accommodate this procedure.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY J. DOUKAS THAT FACULTY COUNCIL ENDORSE THE ADOPTION OF THE DEAN'S HONOR LIST FOR STUDENTS WHO HAVE ACHIEVED A G.P.A. OF 3.75 OR GREATER CALCULATED OVER TWENTY-FOUR (24) CREDITS.

THE MOTION WAS CARRIED (25 in favor, 1 opposed).

b) Regulations regarding cheating and plagiarism

R. O. Wills explained that as a result of the report on cheating, the Faculty had attempted to make an appropriate response to the issue.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY I. DEVINE THAT FACULTY COUNCIL ENDORSE THE INCLUSION OF THE FOLLOWING STATEMENT ON ALL FUTURE COMMERCE AND ADMINISTRATION COURSE OUTLINES:

"STUDENTS ARE REMINDED OF THE UNIVERSITY REGULATIONS REGARDING CHEATING AND PLAGIARISM OUTLINED IN 16.3.10-11-12 OF THE UNDERGRADUATE CALENDAR.

During the discussion that followed, it was noted that the syllabus was a recognized legal contract between the professor and the students. It was further noted that recognition be given to the long term issue of values but for short term purpose, responsibility rested with the Faculty to make an effort to forewarn students. It was pointed out that students were responsible for following all academic regulations in the University Calendar as part of the contract with the University and the isolation of the cheating and plagiarism regulation would not focus on the prevention of deviant behavior in general. Several members of Council expressed the view that the notation would not prevent cheating and would elicit a negative response from the students.

The mover and the seconder withdrew the motion.

IT WAS MOVED BY R. CURNEW AND SECONDED BY R. O. WILLS THAT FACULTY COUNCIL ENDORSE THE INCLUSION OF THE FOLLOWING NOTATION ON ALL FUTURE COMMERCE AND ADMINISTRATION OUTLINES:

"STUDENTS ARE REMINDED OF THE IMPORTANCE OF READING AND UNDERSTANDING THE FULL CONTENT OF THE UNIVERSITY ACADEMIC REGULATIONS IN THE UNIVERSITY CALENDAR".

IT WAS MOVED BY A. RAHMAN AND SECONDED BY C. HAMAM THAT THE MOTION BE AMENDED TO ADD THE FOLLOWING CLAUSE:
"...CALENDAR, IN PARTICULAR, UNIVERSITY REGULATIONS REGARDING CHEATING AND PLAGIARISM OUTLINED IN 16.3.10-11-12."

THE MOTION TO AMEND THE MAIN MOTION WAS CARRIED (18 in favor, 8 opposed).

THE MOTION WAS CARRIED (24 in favor 4 opposed).

In response to a question the Chair confirmed that the notation must be included on all future course outlines and applied only to the undergraduate program.

IX Reports from Faculty Representatives on University Committees

1. University Senate
M. Kusy reported that at the last meeting of Senate the Guide lines to the Planning Process had been adopted, a resolution concerning library hours had been presented for study and revisions to the Code of Conduct had been considered.

2. Arts and Science Faculty Council - There was no report.

3. Academic Planning and Priorities Committee -
There was no report.

4. Academic Programmes Committee
R. O. Wills reported that the committee had looked at the feedback on the summer schedule. He advised that the Registrar would make a report to Senate on the issue shortly. He also reported that the UWT issue had not beeen resolved and a report was expected to be forwarded to Senate. In conclusion, R. O. Wills reported that the committee was considering a method of providing standard costs for all programs so that future curriculum changes would be submitted along with relevant cost projections.

5. Senate Research Committee
C. A. Ross reported that the committee had discussed the return of 100% of faculty contract research to the respective Faculty as opposed to the current return of 50% which would result in additional seed grant monies for the Faculty. He further reported that the committee was prepared to produce research oriented brochures geared to specific target markets to enhance the University's image. C. A. Ross also advised that the committee was looking for a bilingual MBA student with an Engineering background in connection with a Concordia/UQAM industrial research project.

M. Kusy asked if faculty who brought in contract research would be given preference in the seed grant distribution process. C. A. Ross recommended that this matter be channeled through the DS&MIS representative on the Faculty Research Committee.

6. Academic Services Committee - There was no report.

7. University Library committee, CAFC-87-11A-04

8. Fellowships, Scholarships and Awards Sub-Committee
A. Farhoomand reported an increase in the entrance scholarship from $1,000 to $2,000 and that two bursaries in the amount of

$500. plus thirteen weeks of summer employment had been established.

9. Sub-Committee on Academic Computer Policy
There was no report.

10. Senate Computer Resources Committee, CAFC-87-11A-05
D. Scott explained that the role of the Senate Computer Resources Committee was to consider computing as a University facility similar to that of Library facilities and advised that the draft of a five year strategic development plan, CAFC-87-11A-05, would pave the way for a University Policy on computing.

11. Board of Governors
M. Kusy reported that at the last meeting of the Board of Governors the new collective agreement was signed and the submission of new Library building plans to conform with government norms was discussed.

12. Board of Graduate Studies
I. Devine reiterated that the MBA space issue had been deleted from the agenda of the last meeting as it was not considered a priority item.

X New Business

1. Proposal for Distinguished Teaching Award, CAFC-87-11A-06

IT WAS MOVED BY A. RAHMAN AND SECONDED BY J. GOODWIN THAT FACULTY COUNCIL ENDORSE THE ADOPTION OF THE FACULTY DISTINGUISHED TEACHING AWARD AS OUTLINED IN DOCUMENT CAFC-87-11A-06.

A. Rahman agreed to the recommendation that the term "non-tenure track teacher" be replaced by the term "limited term appointment teacher". It was suggested that part-time faculty be eligible as well. In response to a question on the evaluation criteria, A. Rahman advised that the committee chose to take a broad view of teaching in considering any activity that would enhance teaching.

In response to K. Argheyd's queries, A. Rahman confirmed that the selection committee and the evaluation committee referred to in the document were one and the same and that the election officer would arrange for the election of only the three tenure track faculty members and one limited term appointment faculty member for a term of one year. It was noted that student representation was most important for a committee of this nature. The Chair pointed out that student data would be input a priori by means of student evaluations. A. Rahman stated that he had no objection to increasing the student representation on

the evaluation committee.

J. Doukas expressed his concern that the notion of faculty members evaluating faculty members would lead to a deterioration of Faculty relationships and recommended that evaluation be handled by the students. He further recommended, in light of the proposed teaching awards, that consideration be given to awards for the best researchers and the best administrators.

C. Hamam recommended, as there did not appear to be a concensus on the issue, that the item be tabled and sent back to the committee to integrate suggestions made by the Council members. Several Council members supported the principle of the proposal but pointed out problems with the composition of the evaluation committee and the criteria for evaluation.

A. Rahman noted that the main difficulties rested with the evaluation criteria and the composition of the evaluation committee and withdrew the motion.

IT WAS MOVED BY A. RAHMAN AND SECONDED BY J. R. GOODWIN THAT FACULTY COUNCIL ENDORSE IN PRINCIPLE THE ADOPTION OF THE FACULTY DISTINGUISHED TEACHING AWARD BASED ON THE REVISION OF DOCUMENT CAFC-87-11A-06 TO CONFORM WITH THE RECOMMENDATIONS OF THE FACULTY COUNCIL, SPECIFICALLY, THE EVALUATION CRITERIA AND THE COMPOSITION OF THE EVALUATION COMMITTEE AND WITH THE STIPULATION THAT THE PROCEDURES FOR THE AWARD BE RECONSIDERED BY FACULTY COUNCIL AFTER A PERIOD OF TWO YEARS.

THE MOTION WAS CARRIED (27 in favor, 1 abstention).

2. Motions concerning Faculty Council procedures, CAFC-87-11A-07.

J. Doukas explained that at the Faculty Council Steering Committee held December 20th, the committee proposed the two motions outlined in document CAFC-87-11A-07 to provide for more clarity and to reduce the risk of misinterpretation of motions and relevant discussions.

IT WAS MOVED BY J. DOUKAS AND SECONDED BY I. DEVINE THAT FACULTY COUNCIL ADOPT A PROCEDURE FOR ALL FUTURE COUNCIL MEETINGS WHEREBY MOTIONS INTRODUCED AT COUNCIL MEETINGS MUST BE SUBMITTED, IN WRITTEN FORM, TO THE SECRETARY OF FACULTY COUNCIL BY THE MOVER OF THE MOTION.

Concern was expressed that the procedure would prevent presentation of spontaneous motions from the floor of Council. It was pointed out that the procedure addressed spontaneous motions specifically. It was noted that according to parliamentary procedure, all motions should be presented, in writing, as a notice of motion for discussion at a subsequent meeting, therefore eliminating the issue of spontaneous motions.

THE MOTION WAS CARRIED (24 in favor, 1 opposed, 1 abstention).

IT WAS MOVED BY J. DOUKAS AND SECONDED BY D. AJMO THAT FACULTY COUNCIL ENDORSE THE TAPE RECORDING OF ALL FUTURE FACULTY COUNCIL PROCEEDINGS.

Strong concern was expressed about the implications of the tape recording procedure in terms of who would have access to the tapes and how long they would be stored. It was recommended that the procedures used by the Arts & Science Faculty Council and the Board of Graduate Studies be determined and considered for implimentation. It was argued that the tapes would provide an opportunity for litigation to multiply and that the procedure itself demonstrated bureaucratic thinking that would lead to a "bunker" attitude. With regard to motions from the Faculty Council Steering Committee, it was pointed out that the Dean was often the champion of the committee. It was recommended that the motion be tabled for further study. Several members of Council supported the motion with the provision that appropriate arrangements be made for the control, storage and erasure of the tapes.

The mover and the seconder agreed to the suggested amendment.

THE MOTION WAS CARRIED (14 in favor, 3 opposed, 2 abstentions).

XI Other Business

1. Nominations for non-academic awards - Convocation, June 1988 - CAFC-87-11A-07.
M. Kusy advised that this item was intended for informational purposes only and explained that there had been a problem in past years obtaining nominations.

2. Executive MBA Report, CAFC-87-11A-09
D. Doreen reported that the program was well underway with 38 new students this year operating in the new, nearly finished facilities. He welcomed the opportunity to attend department meetings to answer any questions and explain how facutly members could become involved in the EMBA program. He noted that the program had received excellent publicity from graduates and the curriculum revisions were going to the next Board of Graduate Studies meeting for approval.

M. Anvari noted that the professional facilities of the GM 4th floor were a demonstration of the efforts of Dr. Doreen. Council members extended a vote of thanks and commendation to D. Doreen.

In response to a question, D. Doreen confirmed that the EMBA was not considering expansion to other cities at the present time as

it was felt that there was not a large enough external market to support the operation. The Chair added, for those who had been concerned that the EMBA program would drain the resources of the Faculty, that expansion of the EMBA would only be considered after the requirements of the undergraduate and graduate programs had been fulfilled.

3. Visiting Lecturers Committee Report

J. B. Prince advised that the Faculty had not taken advantage of the Visiting Lecturers' funding in the past and pointed out that the criteria for obtaining funds was less restrictive than that of the Faculty Visiting Speakers' Series. He advised that proposals, including budget projection, advertising plans and target audience, were generally submitted in June or July and any reasonable proposal would be allotted approximately 50%-60% of the amount asked for. In conclusion, he invited faculty members with questions to get in touch with him.

The Council members extended a vote of congratulations to J. B. Prince.

4. CASA report on Queen's Business Conference

D. Ajmo advised that the Christmas Basket Drive, in cooperation with the Salvation Army, would include a donation table at the forthcoming Commerce Christmas party.

D. Ajmo requested that the report on the Queen's Business Conference be tabled until the December meeting of Council.

IT WAS MOVED BY A. FARHOOMAND AND SECONDED BY J. R. GOODWIN THAT THE MEETING BE ADJOURNED.

THE MOTION WAS CARRIED.

The meeting was adjourned at 12:35.

XI Next meeting

The next regular meeting of Faculty Council will take place on Friday, December 18, 1987 at 09:30 in room AD131, Loyola Campus.